

TRANSPORTATION PERFORMANCE AUDIT BOARD

Friday, August 31, 2005
3:00 p.m. – 5:00 p.m.
Boardroom
Puget Sound Regional Council
Seattle, WA

- Minutes -

The meeting was called to order by Chair Doug Hurley at approximately 3:05 p.m. Members present were: Fanning (by phone), Forner, Hurley, Jacobson, Long (by phone), Ostrowski, Ray, Sandaas (by phone) and Woods.

1. Report of the Chair

Chair Hurley reviewed the agenda and indicated that the board would not be going into executive session as agenda items 2 and 3 suggest, but that the issue of selecting a Communications/Public Relations consultant will be done during the public session.

2. Consideration of selecting an apparent winner from the RFQQ process for the Communications/Public Relations Firms

Janet Ray indicated that a committee was formed (Janet Ray, Elmira Forner, Linda Long and Dalene Sprick) to review the four proposals that were submitted in response to the RFQQ. From the four proposals, two were selected for oral interviews. Following the oral interviews, the committee agreed to recommend the selection of Porter Novelli.

Member comments:

- Michael Jacobson asked for a thumbnail sketch of the consultant's responsibilities under the contract. Ms. Sprick reviewed the experience requirements of the RFQQ and the expected deliverables.

Elmira Forner motioned that Porter Novelli be selected as the apparent winner and Janet Ray seconded. Motion passed 8-0.

In order to proceed with administrative actions related to this consultant selection, the following motion was made by Elmira Forner and seconded by Dick Sandaas:

"It is moved that the authority to negotiate the contract related to the study is delegated to the TPAB Administrator and the authority to sign the contract is delegated to TPAB Chair."

Motion passed.

3. This item combined with Agenda Item 2

4. RFP Process related to the Goals, Benchmarks, and Ten-Year Investment Criteria and Process Study and the potential addendum

Dalene Sprick indicated that an RFP had been issued for this study and that no responses were received. At the recommendation of OFM, a potential addendum will be issued which will extend the timelines, modifying the required experience, and also changing the dates of the deliverables.

5. New information regarding Recurring Capital Delivery and TPA Measures

Chair Hurley stated that the consultant to be hired to gather this information, expressed concern in their ability to get all the data from DOT on the schedule that TPAB had envisioned. Chair Hurley is hopeful that TPAB will be able to obtain the information through an already ongoing process from OFM and Governor's office for the actual performance data, and therefore, not incur costs. The money that is saved by not hiring a consultant to gather this information could then be used for analysis of patterns on the data received.

However, because the last two items in the scope of work (information requests on how seven other states are spending money in the right of way, preliminary engineering, construction, administrative and other categories) are not Governor Office or OFM deliverables, Chair Hurley indicated that he would like the consultant to go ahead with those.

He then stated that these adjustments do not change the scope and objective, only the approach, but will eliminate duplication, save money, and still give TPAB the likelihood of getting the results.

Member comments:

- Michael Jacobson asked how the seven comparative states were selected and if there was ability to expand the number. Chair Hurley explained how they were selected, and stated that if there were other logical states that could be included, he was open to expanding the number. He stated, however, that the consultant would need to be consulted as to what additional costs may be incurred with including additional states.
- Dick Sandaas suggested looking at Utah and British Columbia. Chair Hurley agreed to ask the consultant about looking at both of these, and again if there would be a cost increase.

6. Legislative Service Center (LSC) Contract

Dalene Sprick explained that this contract was the result of a letter from TPAB's four legislative members to the Legislative Service Center (LSC) requesting that LSC continue to provide IT support and telephone services to the TPAB through December 31, 2005. LSC agreed to provide these services at a rate of \$500 per month. An additional \$75 per hour will be charged for any extended customer liaison services at TPAB's discretion.

Representative Woods motioned and John Ostrowski seconded that this contract be approved. Motion passed 8-0.

7. Report of Monorail sub-committee and discussion of the Monorail

Dick Sandaas disclosed that he was part of an organization that assisted with the recruitment of John Haley Jr. who was recently appointed the monorail's interim Executive Director. Chair Hurley stated that Mr. Sandaas should recuse himself from the conversation.

At TPAB's last meeting on August 5, there was consensus of the board that a letter be drafted which would point out the gaps in project analysis, gaps in reviewing the decision making process and recommendations. Chair Hurley and John Ostrowski worked up the draft letter which was presented to the board today. They then discussed the letter and its two recommendations.

Chair Hurley indicated that it was his intent that the letter would go out as a draft to interested parties to request input and asked members if they wanted their

comments incorporated in this version, or if they could be gathered and incorporated into a final draft which will go out on September 9.

Member comments:

- Representative Woods talked about the different needs in each region and corridor and expressed the need in determining who all plays a part in moving people and goods from point A to point B and the need to have measurable benchmarks for each. She asked that a brief sentence or two to this effect be included in this version of the draft, with the idea that it could be expanded on later.
- Representative Forner expressed that in addition to looking at congestion issues in the Puget Sound, issues such as movement of freight and goods in Eastern Washington need to be included.
- Janet Ray suggested that Recommendation 2 be broken into two recommendations. This would allow each recommendation the weight it deserves. She also suggested that editorial comments not be included in the letter and suggested that the word "Regrettably" in the last paragraph of the "Gaps in Reviewing the Decision Making Process" section be omitted.
- Michael Jacobson asked for clarification on Recommendation 1 and what TPAB is actually asking the mayor and the Seattle City Council to do. He feels that what TPAB is asking them to do is not necessarily beyond their legislative mandate, but beyond their intersection with the monorail authority.
- Ruta Fanning stated that she has not had an opportunity to review the draft letter, and even though she is not a voting member, she wanted it noted in the minutes that she is reluctant to say that she has agreed with the draft.

It was agreed to by the board that the word "Regrettably" would be removed from this version today and at Rep. Wood's suggestion, will be forwarded to a limited number of interested parties for review. Additional comments provided by board members will be incorporated into the September 9 final draft.

Linda Long noted that the State Auditor's Monorail audit report will be available the week of September 12.

The meeting was adjourned at 4:23 p.m.